

COUNCIL MINUTES  
TIGARD CITY COUNCIL MEETING  
April 23, 2002

• STUDY SESSION

- Meeting was called to order at 6:30 p.m.
- Council Present: Mayor Griffith; Councilors Dirksen, Moore, Patton, and Scheckla (arrived at 6:34 p.m.)

> UPDATE ON RANDALL GRANT PROGRAM

Assistant to the City Manager Newton updated the Council on this agenda item and referred to her April 15, 2002, memorandum, which is on file in the City Recorder's office. Ms. Newton reviewed grant activity.

The Randall Grant Program contract expires on June 12, 2002. Ms. Newton is reviewing options with the Randall Company should the City decide not to renew the contract. One option under discussion is that Randall will continue to work with Tigard after the contract expires to secure grants for Tigard without the City spending additional funds. More information on options will be coming from Randall next week.

> UPDATE ON WASHINGTON COUNTY COOPERATIVE LIBRARY SERVICE (WCCLS) PROPOSED LOCAL OPTION LEVY

Library Director Barnes and Finance Director Prosser were present to update Council on this agenda item. Council concerns had been brought up previously about including funding for the Regional Arts and Culture Council (RACC) with the WCCLS funding proposal to be submitted to voters. An April 22, 2002, letter from Charles Cameron, Washington County Administrator was distributed to Council. The letter offers background and an explanation regarding including RACC funding with the WCCLS levy proposal. Discussion followed with staff noting that they are comfortable with the explanation offered. The next issue to be worked through is the formula for distribution of funds of members of WCCLS.

Staff asked for direction on the rate amount that will be requested in the ballot measure. Staff advised they would recommend a rate-based levy. It was noted that in order to maintain the threshold of current services the requested levy would need to be 17 cents per \$1,000 of assessed value. After discussion,

Council advised they would support 25 cents per \$1,000 of assessed value, with 26 cents as the largest amount that they would support.

- > CITY MANAGER'S PERFORMANCE REVIEW (This item was reviewed by the City Council after the Business Meeting.)
- > ADMINISTRATIVE ITEMS – The following items were announced or discussed as noted:
  - City Attorney tonight will be Steve Crew
  - Sorg Rhododendron Garden Dedication will be held on Wednesday, May 8, at noon. Mayor Griffith will attend and other Council members may attend (depending on their schedule)
  - Shining Stars Banquet will be held on Friday, April 26, at the Greenwood Inn. Information was distributed listing the City's contributions to the fund-raising auction.
  - Arbor Day Celebration will be held on Friday, April 26, 1-2 p.m. – Templeton Elementary School, 9500 SW Murdock, Tigard.
  - Budget Committee Meetings are scheduled as follows:
    - May 6 – Tigard Water Building – 6:30 p.m.
    - May 13 – Tigard Water Building – 6:30 p.m.
    - May 20 – Tigard Water Building – 6:30 p.m.
    - May 29 – Red Rock Creek Conference Room – 6:30 p.m.
  - A "Chronology for Tigard Candidate Elections" – November 02 was distributed to Council.
  - Senn Property Update: City Manager Monahan advised that a several-acre piece of property in northern Tigard may be purchased entirely by Metro dollars for greenspaces. Mr. Monahan asked Council whether they think they would be supportive of entering into an intergovernmental agreement to maintain the natural area and for drainageway preservation? Also, would the Council be supportive of the property being named after a member of the Senn family. Council members indicated they would be supportive in both the questions stated above.
  - Police Memorial Service will be held on Friday, May 17, 10 a.m., in the Water Building
  - An April 23, 2002, letter from Brian Wegener of the Tualatin Riverkeepers regarding issues with the Wall Street Extension Local Improvement District was distributed to the City Council. After discussion, Council agreed that a letter should be sent to Mr. Wegener acknowledging his letter and explaining the Local Improvement District formation process, which will include an opportunity to raise objections for consideration.

- An April 18 letter from Sherry Eisenbach, regarding “hazard tree at SW 117<sup>th</sup> Place & SW Bull Mountain Road” was distributed to Council. Also distributed was a memorandum dated April 23, 2002, from Matt Stine to Ed Wegner about the hazard tree. Staff will follow up with Ms. Eisenbach.

Study Session recessed at 7:12 p.m.

- EXECUTIVE SESSION: Canceled

1. BUSINESS MEETING

- 1.1 Call to Order - City Council & Local Contract Review Board  
Mayor Griffith called the meeting to order at 7:35 p.m.
- 1.2 Roll Call: Mayor Griffith; Councilors Dirksen, Moore, Patton, and Scheckla
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Reports: None
- 1.3 Call to Council and Staff for Non-Agenda Items: None

Mayor announced the Council would reconvene into Study Session after the Business meeting.

Agenda Item Nos. 10 and 11 would be reordered, so that the Council would hear Agenda Item No. 11 first.

2. PROCLAMATIONS – Mayor Griffith proclaimed the following:

- 2.1 NATIONAL POLICE WEEK & NATIONAL POLICE MEMORIAL DAY
- 2.2 BE KIND TO ANIMALS WEEK

3. VISITOR'S AGENDA (Two Minutes or Less, Please)

No visitors.

4. CONSENT AGENDA: Motion by Councilor Patton, seconded by Councilor Scheckla, to adopt the Consent Agenda as follows:

- 4.1 Approve City Council Minutes: February 19, 26, March 12, 2002
- 4.2 Receive & File:
  - a. Council Goal Update – First Quarter 2002
  - b. Annual Solid Waste Financial Report Findings
- 4.3 Renew Intergovernmental Agreement for Access to the Portland Police Data System and Authorize Mayor Griffith to Sign the Agreement
- 4.4 Approve an Intergovernmental Agreement with the Watermaster of District 18 to Perform Flow Monitoring of Summer Creek at the Summerlake Area

- 4.5 Authorize the Issuance of a Bond Anticipation Note to Provide Interim Financing for the Dartmouth Street Improvement District – Resolution No. 02-29
- 4.6 Local Contract Review Board:
- a. Award Contract for the Construction of Errol Street & Fonner Street Sanitary Reimbursement District No. 21 to Dunn Construction, Inc.
  - b. Award Contract for the Construction of Howard Drive Sanitary Sewer Reimbursement District No. 22 to Dunn Construction, Inc.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

5. UPDATE FROM THE NEW TIGARD LIBRARY CONSTRUCTION COMMITTEE (NTLCC)

Library Director Barnes and Vice Chair of the NTLCC presented an update to the Council. Also present from the NTLCC were Kathy Sleeper and Curtis Tigard.

Mr. Hoklin reported that about 50 people attended the March 5 site-review meeting. He said he was impressed with the questions and points citizens raised about the site and the library concept. Comments were generally about the opportunity for environmental education; the potential for a park-like setting for the library (possible extension of the Fanno Creek Park); transportation issues; wetland concerns; and general questions about site development. Mr. Hoklin stressed that the public has been involved throughout this process.

Two informational vides, produced by staff, are airing on the Tualatain Valley Community Access channels. The videos illustrate what the project is all about and gives good background about the role of the library in the community. Mr. Hoklin complimented Ms. Barnes and staff for their efforts to inform the public about the proposed new library. It's estimated that about 5,000 people have had the opportunity to view the library model.

Councilor Patton also thanked the City Council members for their continuing support for the proposed new library.

6. REPORT ON POLICE ACCREDITATION

Police Chief Ron Goodpaster introduced this agenda item. Captain Gary Schrader presented the staff report and a PowerPoint slide presentation, which are on file in the City Recorder's office. Council members indicated support of the accreditation process. Captain Schrader advised Tigard Police Department will apply for accreditation in a few months.

Chief Goodpaster thanked the Mayor for the proclamation read earlier in the meeting regarding National Police Week and National Police Memorial Day. A Police Memorial Service will be held on Friday, May 17, at 10 a.m. in the Tigard Water Building. The public is invited to attend.

7. UPDATE ON PORTLAND GENERAL ELECTRIC (PGE) AUDIT AND FUTURE UTILITY AUDITS

Finance Director Prosser presented the staff report, which is on file in the City Recorder's office. Mr. Prosser gave the background about how the audit came about. He acknowledged PGE for their cooperation throughout the audit. The audit findings showed that 21 cities were underpaid \$3.3 million; 3 cities were overpaid. Tigard was underpaid and will receive a check in the amount of \$310,746.

Mr. Prosser reviewed his recommendation for how this money should be utilized. (See memorandum of April 12, 2002, on file in the City Recorder's office). Council consensus was in agreement with staff's recommendations for use of these funds and to forward these recommendations for consideration during the budget meetings. Also discussed was adding ½ of 1 percent of the amount collected to the Social Services allocation.

Next to be considered for audits will be Qwest and Verizon. Qwest withheld its franchise fees (about \$50,000/year). Mr. Monahan suggested that it would be appropriate for the City to send a letter to Qwest that they are in violation of their franchise agreement.

8. UPDATE ON FISCAL YEAR 2002/03 BUDGET PROCESS

Finance Director Prosser presented the staff report and referred to an April 9, 2002, memorandum on the budget process; both of which are on file in the City Recorder's office. Mr. Prosser advised the proposed budget would be distributed next week. Budget Committee meetings are scheduled for May 6, 13, and 20 at 6:30 p.m. in the Tigard Water Building. If necessary, a fourth budget committee is tentatively

scheduled for May 29 at 6:30 p.m. in the Red Rock Creek Conference Room at Tigard City Hall.

City Council will hold a public hearing for budget adoption on June 11. The budget will take effect on July 1, 2002. City Manager Monahan noted that this has been a more difficult process for City departments in that they were asked to prepare budgets to indicate how budget requests could be reduced up to 5 percent. It was noted that a strong financial plan has been in place for the past 25 years which has guided the City. All City Departments were commended for their efforts.

9. REPORT ON TIGARD'S DESIGNATION AS A "TREE CITY USA" AND REVIEW OF ACTIVITIES SCHEDULED FOR ARBOR DAY ON APRIL 26, 2002

Public Works Director Wegner introduced this agenda item. He reviewed Council of significant steps taken by the City since 1998 when the goal was to plant 2000 trees in the City of Tigard by the year 2000. In 1999, that goal was exceeded by 1000 trees. It has also been a goal of the City to establish an urban forestry plan, which has been accomplished with the hiring of Matt Stine.

Matt Stine announced that The National Arbor Day Foundation designated the City of Tigard as a Tree City USA. One of the requirements of a Tree City USA is to have a tree ordinance in place. A proposed ordinance has been drafted and will be forwarded to the City Council for consideration in the near future. Highlights of Mr. Stine's presentation are on file in the City Recorder's office.

Mayor Griffith proclaimed April 26, 2002, as Arbor Day. A copy of the proclamation is on file in the City Recorder's office.

10. CONSIDER AN INTERGOVERNMENTAL AGREEMENT TO ESTABLISH THE TUALATIN BASIN NATURAL RESOURCES COORDINATING COMMITTEE

Planning Manager Barbara Shields introduced this agenda item and Associate Planner Duane Robert presented the staff report. A copy of the staff report is on file in the City Recorder's office. The issue before Council was whether the City should enter into an agreement with other Washington County jurisdictions and special districts to jointly develop a protection program for Metro-identified natural resources sites located within Washington County.

Motion by Councilor Moore, seconded by Councilor Dirksen, to enter into the Intergovernmental Agreement as proposed.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

11. UPDATE TO COUNCIL ON THE BUTTERFLY GARDEN AT COOK PARK

Public Works Director Wegner introduced this agenda item. Property Manager John Roy presented the staff report and a PowerPoint presentation, both of which are on file in the City Recorder's office. Mr. Roy commented on the bequest from Kristine Tupling, which was utilized for development of the Butterfly Garden. A ribbon cutting ceremony and presentation of a plaque dedicating the Butterfly Garden will be conducted on June 16, 2002.

12. COUNCIL LIAISON REPORTS: None

13. NON AGENDA ITEMS: None

➤ STUDY SESSION CONTINUED – CITY MANAGER'S REVIEW

Mayor reviewed a summary of the combined comments of City Council on the evaluation form.

Mayor summarized the overall viewpoint of Council noting that the City Manager is doing an excellent job for the City of Tigard. He noted the positive steps taken by the Manager in the last year for focusing more on the long-range efforts rather than the day-to-day details. Mayor noted that the Council would like for the Manager to continue to delegate responsibilities to departments.

Mr. Monahan commented on the future noting that the first priority is to get the library bond measure passed, which will then make it possible for the City staff and Council to make other important decisions. He noted, with regard to budgeting, there are a number of unknowns. He reviewed several areas that are being monitored. He said the City needs to prepare for a likely ballot measure requesting voters approve an operating levy in November 2004. He spoke of succession planning that has been discussed by the Executive Staff for key positions in the City of Tigard. Also discussed were retirement plans currently in place.

There was discussion about management staff total compensation. A management compensation analysis has been completed. City Manager Monahan requested Council review this information as well as the Management COLA data at a special meeting. Council consensus was to meet at 5:30 p.m. on Monday, May 6, 2002, to discuss the management compensation information. Also to be reviewed will be information on an alternative option to be offered to Department Heads for long-term care insurance rather than life insurance.

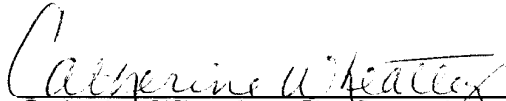
Consensus of Council was to enter into a four-year contract with the City Manager. The proposed contract will be submitted to Council for review and approval on May 14, 2002.


- City Manager Monahan reviewed the upcoming (April 26, 2002) Chamber of Commerce Shining Stars Banquet. All Council members and several staff member will attend.

14. EXECUTIVE SESSION: Canceled.

15. ADJOURNMENT: 10:00 p.m.

Attest:

  
Catherine Wheatley, City Recorder

  
Mayor, City of Tigard  
Date: 5.14.02

\\TIG333\USR\DEPTSVADM\CATHY\CCM\020423.DOC